

# Clarke County

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**PLANNING COMMISSION  
BRIEFING MEETING MINUTES  
APRIL 29, 2014**



A briefing meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Tuesday, April 29, 2014.

## **ATTENDANCE**

George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault; Randy Buckley; Doug Kruhm; Cliff Nelson; John Staelin; Chip Steinmetz; and Jon Turkel.

Absent: Scott Kreider and Tom McFillen

Staff Present: Brandon Stidham, Planning Director; Jesse Russell, Zoning Administrator; Alison Teetor, Natural Resource Planner.

## **CALLED TO ORDER**

Chair Ohrstrom called the meeting to order at 3:00 p.m.

The Commission reviewed the items on the agenda for the Planning Commission meeting of May 2, 2014.

Mr. Russell presented the two minor subdivisions for consideration on Friday and answered questions from the Planning Commission. He said that there are no changes or issues that would require adjustment to staff's report or recommendation.

The Commission discussed old business items as follows:

### **Old Business Items**

- a. TA-14-02, Administrative Land Divisions
- b. TA-14-03, Establishment of Filing Deadlines for Rezoning, Special Use Permit, Site Plan, and Major Subdivision Applications
- c. Board of Supervisors Request -- Removal of Commercial Kennels, Animal Shelters, Veterinary Services, Animal Hospitals, and Breeding Kennels Uses as Special Uses from the AOC and FOC Districts and Establishing them as By-Right Uses in the Highway Commercial (CH) District

Mr. Stidham said that Staff is continuing to work with Bob Mitchell on the two pending text amendments and that he hopes to be able to provide a final recommendation on both at the June briefing meeting.

Mr. Stidham stated that there was consensus among the members at the April 1 briefing meeting to provide a formal recommendation on changes to the commercial kennel and animal shelter uses to the Board of Supervisors, and that a draft was provided for consideration. Members requested one change under item #3 to create a new "animal shelter/governmental" use. The requested changes would substitute the wording, "owned and/or operated by," instead of "owned and/or endorsed by." Mr. Stidham said that Staff will have a revised motion available at the meeting on Friday.

The Commission discussed new business items as follows:

### **New Business Items**

a. **Mandatory Planning Commissioner Visits to Proposed Subdivision Sites**

In response to members' request to discuss mandatory Commissioner visits to sites of proposed subdivisions, Mr. Stidham provided an overview of a staff report with a suggested approach for visits to all land use application sites and potential addition to the Commission' By-Laws. Following a brief discussion, members were not in favor of establishing a policy to require site visits for upcoming land use cases. The members preferred conducting the site visits on a case-by-case basis and supported Staff's recommendation that any site visits be limited to a maximum of two members at a time.

### **Other Business**

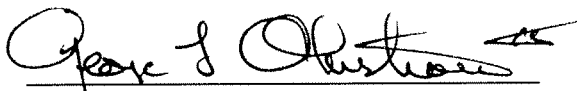
a. **Discussion, Formation of Recreation Plan Subcommittee**

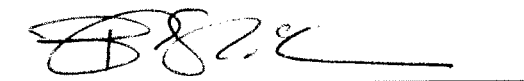
The Commission set the kickoff meeting date for the Recreation Plan Subcommittee for May 8, 2014 at 2:00 p.m.

b. **Update, Economic Development Strategic Plan Subcommittee**

The Commission scheduled the next Economic Development Strategic Plan Subcommittee for May 13, 2014 at 1:00 p.m. Mr. Stidham said that the Subcommittee will be reviewing a final version of the initial draft plan and may take action to forward it to the Planning Commission for consideration. He stated that this could possibly be the final meeting of the Economic Development Strategic Plan Subcommittee.

There being no further business to come before the Commission, the meeting was adjourned at 3:53 p.m.

  
George L. Ohrstrom, II, Chair

  
Brandon Stidham, Planning Director